

**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, AUGUST 25, 2015**

1. CALL TO ORDER

Chairperson Kempe called the meeting to order at 6:02 p.m.

2. ROLL CALL

Boardmember, Leo Burger	Present
Chairperson, Bill Kempe	Present
Boardmember, Jason Lamers	Present
Vice Chairperson, Matt Ledvina	Absent
Boardmember, Ananth Shankar	Present at 6:05 p.m.

Staff Present: Nick Carver, Building Official

3. APPROVAL OF AGENDA

Boardmember Lamers moved to approve the agenda as approved.

Seconded by Boardmember Burger. Ayes - All

The motion passed.

4. APPROVAL OF MINUTES

Boardmember Shankar was not present at the beginning of the meeting to approve the minutes so the board skipped the approval until after the design review discussion was complete.

Boardmember Shankar moved to approve the July 28, 2015, CDRB minutes as submitted.

Seconded by Boardmember Burger. Ayes – Chairperson Kempe,
Boardmember's Burger,
& Shankar

Abstention – Boardmember Lamers

The motion passed.

5. NEW BUSINESS

None.

6. DESIGN REVIEW

- a. Consideration of Design Review, Conifer Ridge Apartments, County Road D East, between Hazelwood Street North and Kennard Street**

- i. Building Official, Nick Carver gave the report for Conifer Ridge Apartments, County Road D East between Hazelwood Street North and Kennard Street and answered questions of the board.
- ii. Architect, Urban Studio, Teresa McCormak, addressed and answered questions of the board.
- iii. Civil Engineer, Dan Tilsen, addressed and answered questions of the board.
- iv. Owner, Manager, Conifer Ridge Apartments LLC, Peter Stalland, addressed and answered questions of the board.

Residents who addressed the board were:

1. Suzanne Fry, 3060 Cottage Lane, Maplewood. Ms. Fry spoke in opposition of this proposal. She also spoke in opposition during the public hearing at the August 18, 2015, Planning Commission meeting.
2. Jason Sagstetter, 1627 County Road D East, Maplewood. Mr. Sagstetter spoke in opposition of the proposal. He and his wife sent comments included in the staff report.

Boardmember Shankar wanted to add an amendment adding a condition number 15. The applicant shall work staff to maximize the amount of additional parking to be shown on the site plan.

Chairperson Kempe requested an amendment under condition 11 adding another bullet point – The applicant will provide two additional quotes for buckthorn removal to be done by a licensed contractor with a licensed herbicide applicator. If chemicals are used it should be done by a licensed herbicide applicator through the Department of Agriculture.

Boardmember Lamers moved to approve the plans date-stamped August 7, 2015, for the Conifer Ridge apartment development. Approval is subject to the developer complying with the following conditions: **(changes or additions are underlined and in bold):**

1. Obtain city council approval of a comprehensive land use plan amendment from MDR (medium density residential) to HDR (high density residential) to build apartments on this site.
2. Obtain city council approval of a revision to the previously-approved planned unit development for this project.
3. Obtain city council approval of the lot division for this project.
4. All requirements of the fire marshal and building official must be met.
5. The applicant shall obtain all required permits from the Ramsey-Washington Metro Watershed District.
6. All driveways and parking lots shall have continuous concrete curbing.
7. All requirements of the city engineer, or his consultants working for the city, shall be met regarding grading, drainage, erosion control, utilities and the dedication of any easements found to be needed. All conditions of the Maplewood engineering report dated August 10, 2015 must be complied with.

8. Repeat this review in two years if the city has not issued a building permit for this project by that time.
9. Any identification signs for the project must meet the requirements of the city sign ordinance and the PUD approval.
10. The setbacks are approved as proposed.

11. The applicant shall:

- Install reflectorized stop signs at all driveway conditions to Hazelwood Street and Kennard Street.
 - Install and maintain an in-ground lawn irrigation system for all landscaped areas.
 - Install all required trails, sidewalks and carriage walks.
 - Install all traffic signage within the site that may be required by staff.
 - Provide a revised landscaping plan for staff approval which include the required overstory trees along Hazelwood Street and Kennard Street and detailing how screening requirements are being met for the parking lots facing residential areas.
 - Provide revised building elevations for staff approval incorporating **brick design** elements **at the foundation and first floor level of brick or stone** into the buildings and adding architectural features to the gable areas of the buildings.
 - Provide a screening plan to staff for approval for any visible utility meters on the outside of the building.
 - Provide a detailed soils analysis to the building official and city engineer prior to applying for building permits to ensure that there is proper soil stability for construction.
 - **The applicant will provide two additional quotes for buckthorn removal to be done by a licensed contractor with a licensed herbicide applicator. If chemicals are used it should be done by a licensed herbicide applicator through the Department of Agriculture.**
12. The applicant shall ensure that site lights do not exceed a .4-foot-candle spillover at all property lines.
 13. The applicant shall provide the city with cash escrow or an irrevocable letter of credit for the exterior landscaping and site improvements prior to getting a building permit for the development. Staff shall determine the dollar amount of the escrow.
 14. All work shall follow the approved plans. The director of environmental and economic development may approve minor changes.
 15. **The applicant shall work with staff to maximize the amount of additional parking to be shown on the site plan.**

Seconded by Boardmember Shankar.

Ayes – All

The motion passed.

This item goes to the city council on September 14, 2015.

7. VISITOR PRESENTATIONS

None.

8. BOARD PRESENTATIONS

None.

9. STAFF PRESENTATIONS

None.

10. ADJOURNMENT

The meeting was adjourned by Chairperson Kempe at 7:11 p.m.